

Rhode Island Convention Center Authority
Request for Proposals
3 Heated Banquet Carts and 3 Mobile refrigerator Cabinets

Proposals must be submitted by **2:00 pm on Friday, February 17, 2023**, to Howard Allen, Complex Purchasing Manager, Rhode Island Convention Center, One Sabin Street, Providence, Rhode Island 02903.

Overview

The Rhode Island Convention Center Authority (Authority) is a public corporation created by the Rhode Island General Assembly to facilitate the construction and development of a convention center, parking garages, and related facilities such as the Amica Mutual Pavilion. The Authority contracts a management group or groups to manage the daily operations of the facilities as stated.

Required

1. Respondents will provide at least three references similar to that being proposed. References will include the following:
 - * Client Description
 - * Description of product
 - * Length of relationship
2. Certificate of Liability insurance

PART I - INTRODUCTION/INFORMATION

1. PURPOSE

The Rhode Island Convention Center Authority (Authority) is seeking proposals from qualified bidders to purchase three (3) Carter-Hoffmann BB1600 EquaHeat Banquet Carters and three (3) Carter-Hoffmann PHB48OHE Mobile Refrigerator Cabinets for the Rhode Island Convention Center, One Sabin Street, Providence, RI 02903.

2. ELIGIBILITY

To be eligible to respond to this RFP, proposing firm must include with their proposal a satisfactory work history (no less than 3 references) of providing similar services for other accounts.

PART II - RFP SCHEDULE

Release RFP	2/06/2023
Last Date for Receipt of Questions	2/13/2023
PROPOSAL DUE (Prior to 2:00 PM)	2/17/2023

PART III – INSTRUCTIONS TO PROPOSERS

1. Proposer must propose to execute all phases of the proposal in a single bid. The proposal must be signed by an officer of your firm with the authority to commit the firm.
2. It is the intent of the Rhode Island Convention Center Authority to purchase items that are operable within the system outlined in this RFP; therefore, the Proposer is required to deliver a complete, working product. Should it be discovered that the Proposer failed to identify equipment required for fully operational systems; the Proposer shall supply those items at no charge to the Rhode Island Convention Center. This includes ALL connectors, cabling, and hardware.
3. All prices shall be **FOB Rhode Island Convention Center**, One Sabin Street, Providence, Rhode Island 02903.
4. A physical inventory list of the ordered equipment shall be provided to the Rhode Island Convention Center upon delivery. Brand, model, and serial numbers shall be included.
5. Detailed Schematic/Technical Drawings shall be provided to the Rhode Island Convention Center upon delivery. Brand, model, and serial numbers shall be included.
6. The successful Proposer must maintain a local service department within a 50-mile radius of the Rhode Island Convention Center and stock sufficient replacement parts and equipment components to provide the specified warranty service. The contractor must be able to provide prompt, on-site service not to exceed a 24 hours response time, Monday through Friday.
7. Delivery and Set-up (including inside delivery to site) included in proposal.
8. Proposals received by the Rhode Island Convention Center Authority after the submission deadline will be considered void and unacceptable.

PART IV – SCOPE OF PROJECT

The Rhode Island Convention Center is accepting proposals to purchase:

- Three (3), Carter-Hoffmann BB1600 EquaHeat Banquet Cabinet, mobile, insulated, double door for pre-plated food, electric or canned heat, (150) covered 8-3/4" to 11" diameter plates, stainless steel construction, 6" casters (2 swivel, 2 rigid), 120/50/60/1-ph, 1500w, 13amps, NEMA 5-15p, CUL, UL EPH. 1 Year parts & labor warranty, standard. 120/60/1,1500 watts, 13.0 amps, 10 ft rubber cord with NEMA 5-15P, standard. Standard package. Wrap-around non-marking floating bumper, standard. Mounted Cord Wrap.
(Rapid Ship)
- Three (3) Carter-Hoffmann PHB480HE Mobile Refrigerator Cabinets, insulated, bottom-mounted refrigeration, universal for twelve (12) 18" x 26" sheet pans or twenty-four (24) 12" x 20" steam table pans, slides adjustable in 1-1/2" increments, stainless steel construction, 6" swivel casters, energy management system with dual layer foamboard & fiberglass insulation meets DDOE standard, cULus, NSF.
1 Year parts & labor warranty, standard
5 Year compressor warranty parts only

120V/60/1-ph, 8.5 amps, NEMA 5-15P, Standard
(Rapid Ship)

The Rhode Island Convention Center Authority is tax exempt, documentation provided upon request.

RIGHTS RESERVED TO THE AUTHORITY

Whenever the Authority deems it to be in the Authority's best interest, the Authority reserves the right, in its sole discretion, to cancel this RFP, to reject any and all proposals, to waive minor irregularities or informalities in a proposal; to re-advertise; and to proceed in a manner other than awarding a contract under this RFP. The Authority will not waive the requirement that qualifications and proposals be received by the Authority prior to the deadline for submission.

The Authority reserves the right to cancel negotiations with any proposer at any time prior to a contract being fully executed by the proposer and the Authority.

The Authority reserves the right to interview any or all proposers.

In addition to any other cause for rejection of a submittal stated in this RFP, a proposal may also be rejected if there is evidence of collusion among proposers, if the proposer submitting it is in default or arrears under any prior or existing contract with the Authority or any other State of Rhode Island department or agency, or there is an unresolved claim between the proposer and the Authority or any other State of Rhode Island department or agency.

Any direct contacts made or attempted to be made by any proposer with any Authority Board member prior to the selection of qualified proposers will automatically disqualify a proposer from any further consideration.

Proposals are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn except with the express written approval of the Authority's Executive Director.

Proposers are advised that the Authority is a quasi-public agency of the State of Rhode Island and its records, including statements submitted in response to RFP's are public records unless otherwise exempted under state law.

THE RHODE ISLAND CONVENTION CENTER AUTHORITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.